



**BRANT HALDIMAND NORFOLK
Catholic District School Board**

Agenda

Catholic Education Centre
322 Fairview Drive
Brantford, ON N3T 5M8

**Budget Committee
Monday, January 11, 2016 – 4:00 p.m.
Haldimand Room**

Members: Rick Petrella (Chair), Tom Grice, Carol Luciani, Bonnie McKinnon, Pat Petrella

- | | |
|-------------------------------------------------------|---------------|
| 1. Opening Prayer | Rick Petrella |
| 2. Approval of the Agenda | Rick Petrella |
| 3. Approval of the Minutes – May 27, 2015 | Rick Petrella |
| 4. Declarations of Conflict of Interest | Rick Petrella |
| 5. Business Arising from the Minutes | Rick Petrella |
| 6. Information Items | |
| 6.1 Goals for 2016-17 Budget | Chris Roehrig |
| 6.2 Budget Planning: 2016-17 Budget Procedures Manual | Tom Grice |
| 6.3 2015-16 Revised Budget | Tom Grice |
| 7. Trustee Inquiries | Rick Petrella |
| 8. Move to In-Camera Session | Rick Petrella |
| 9. Report on In-Camera Session | Rick Petrella |
| 10. Next Meeting & Adjournment | |
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Next Meeting: tbd



**BRANT HALDIMAND NORFOLK
Catholic District School Board**

Minutes

Catholic Education Centre
322 Fairview Drive
Brantford, ON N3T 5M8

**Budget Committee
Wednesday, May 27, 2015 – 4:00 p.m.
Boardroom, Catholic Education Centre**

Present: Rick Petrella (Chair), Bill Chopp, Dan Dignard, Tom Grice, Carol Luciani, Bonnie McKinnon, Pat Petrella, Chris Roehrig

1. Opening Prayer

Rick Petrella opened the meeting with prayer.

2. Approval of the Agenda

Moved by: Bonnie McKinnon

Seconded by: Carol Luciani

THAT the Budget Committee approves the agenda of May 27, 2015.

Carried

3. Approval of the Minutes – May 12, 2015

Moved by: Carol Luciani

Seconded by: Bonnie McKinnon

THAT the Budget Committee approves the minutes of May 12, 2015.

Carried

4. Declaration of Conflict of Interest - Nil

5. Business Arising from the Minutes - Nil

6. Staff Reports and Information Items

6.1 2015-16 Budget

Superintendent Grice presented the budget, which will be referred to the Committee of the Whole for eventual approval at the June Board meeting. The presentation included the materials from the previous two Budget Committee meetings, as well as the proposed changes recommended by Trustees at the previous meeting. Superintendent Grice also distributed changes to the Communications budget of which an additional amount was included. A review of grants and grant areas was presented to the Committee to enhance understanding of the revenue side of the budget. Superintendent Grice reviewed the changes to the preliminary budget that included, but were not limited to, a benefit adjustment, telephone/ WAN, advertising, additional teacher allocation (Special Education), and computer services. Some questions arose regarding the Communications budget and whether enough monies had been allocated to be able to carry-out the vision of the Board. Given that the Board's vision has not been fully articulated, the Committee felt that the budget was sufficient to accommodate tentative plans. Superintendent Grice reviewed some of the reasons for high electrical costs for newer schools in the Board, which included robust HVAC systems, community use, common spaces and overall size. An additional amount for electricity costs was included in the overall budget of the Board. Superintendent Grice indicated that WAN costs will be mitigated by an overall strategy supported by a consultant.



Superintendent Grice reviewed the preliminary change column of the budget document, which highlighted all budget changes that were made between the May 12, 2015 and today's Budget Committee meetings.

Superintendent Grice presented a balanced budget. Questions arose regarding whether or not there were any delays of capital or facilities projects based on the balanced budget. Some inquiries were made regarding whether or not Principals felt comfortable making requests for capital projects or school improvements. Some discussion arose regarding the past year's surplus and the matter of augmenting school projects when a surplus is imminent.

Trustees were interested in a top 20 list of outstanding capital projects. Trustees made an inquiry to determine whether a *Wish List* could be created to spend apparent surpluses. Superintendent Grice indicated he would bring a report to the Accommodations Committee about possible projects. In particular, the water issue at St. Basil was discussed.

Moved by: Bonnie McKinnon

Seconded by: Carol Luciani

THAT the Budget Committee recommends that the Committee of the Whole refers the 2015-16 Salaries and Benefits Budget, in the amount of \$92,988,174, to the Brant Haldimand Norfolk Catholic District School Board for approval.

Carried

Moved by: Bonnie McKinnon

Seconded by: Carol Luciani

THAT the Budget Committee recommends that the Committee of the Whole refers the 2015-16 Operations Budget, in the amount of \$26,657,021, to the Brant Haldimand Norfolk Catholic District School Board for approval.

Carried

Moved by: Carol Luciani

Seconded by: Bonnie McKinnon

THAT the Budget Committee recommends that the Committee of the Whole refers the 2015-16 Capital Budget, in the amount of \$1,487,865, to the Brant Haldimand Norfolk Catholic District School Board for approval.

Carried

7. Trustee Inquiries - Nil

8. Move to In-Camera Committee

Moved by: Bonnie McKinnon

Seconded by: Carol Luciani

THAT the Budget Committee move into in-camera session.

Carried



**BRANT HALDIMAND NORFOLK
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9. Report on the In-Camera Session

Moved by: Bonnie McKinnon

Seconded by: Carol Luciani

THAT the Budget Committee approves the business of the In-Camera Session.

Carried

10. Adjournment

Moved by: Carol Luciani

Seconded by: Bonnie McKinnon

THAT the Budget Committee adjourns the meeting of May 27, 2015.

Carried

Next Meeting: At the Call of the Chair

REPORT TO THE BRANT HALDIMAND NORFOLK CATHOLIC DISTRICT SCHOOL BOARD BUDGET COMMITTEE

Prepared by: Chris N. Roehrig, Director of Education & Secretary
Presented to: Budget Committee
Submitted: January 11, 2016
Submitted by: Chris N. Roehrig, Director of Education & Secretary

GOALS FOR 2016-17 BUDGET

Public Session

BACKGROUND INFORMATION:

Beginning in the winter of 2015, the Board embarked on a process to create its roadmap for district improvement through strategic planning. In November 2015, the Board approved its Strategic Plan 2015-18. The new multi-year plan was the result of considerable community engagement, an in-depth environmental scan, a review of the goals of the Ministry of Education and the progress made on our previous strategic plan.

DEVELOPMENTS:

While the Board approved the Strategic Plan 2015- 18, the Board has yet to put its full financial resources behind its successful implementation. As the in-year budget will suffice in meeting the program goals of the strategic plan for this year, the Board will need to focus its attention on funding the new strategic plan for 2016-17.

The Board's three-year spiritual theme is:

Act justly, love tenderly and walk humbly with your God. (Micah 6:8)

The overarching vision of the strategic plan can be characterized in the following manner:

Improving Student Achievement – Knowing our Learners: When we know, understand and respond to the unique learning needs using assessment-rich learning, we can respond to the individual needs of our students and improve their outcomes;

Catholic Faith Formation – When we support the family and the parish in forming the faith of our students and we commit ourselves to the principles of our gospel values, as expressed through the example of Catholic Social Teaching, we help to build the Kingdom of God;

Developing Safe and Inclusive Schools – When we foster positive relationships that emphasize mutual respect, understanding and trust, we are able to improve the cohesion of our community; and

Communicating Effectively – When we communicate effectively to our internal and external stakeholders, we enhance the engagement of our community, which improves our ability to generate support for our system.

Over the next weeks and months, the Budget Committee and members of management and senior staff will embark on a consultation process to develop the budget for 2016-17.

RECOMMENDATION:

WHEREAS the Board has approved the following goals for the 2015-18 Strategic Plan:

Improving Student Achievement – Knowing our Learners: When we know, understand and respond to the unique learning needs using assessment-rich learning, we can respond to the individual needs of our students and improve their outcomes;

Catholic Faith Formation – When we support the family and the parish in forming the faith of our students and we commit ourselves to the principles of our gospel values, as expressed through the example of Catholic Social Teaching, we help to build the Kingdom of God;

Developing Safe and Inclusive Schools – When we foster positive relationships that emphasize mutual respect, understanding, and trust, we are able to improve the cohesion of our community; and

Communicating Effectively – When we communicate effectively to our internal and external stakeholders, we enhance the engagement of our community which improves our ability to generate support for our system.

THAT the Budget Committee recommends that the Committee of the Whole refers the Goals of the 2015-18 Strategic Plan as the goals for the 2016-17 Budget to the Brant Haldimand Norfolk Catholic District School Board for approval.

**REPORT TO THE BRANT HALDIMAND NORFOLK CATHOLIC
DISTRICT SCHOOL BOARD BUDGET COMMITTEE**

Prepared by: Tom Grice, Superintendent of Business & Treasurer
Presented to: Budget Committee
Submitted on: January 11, 2016
Submitted by: Chris Roehrig, Director of Education & Secretary

BUDGET PLANNING
Public Session

BACKGROUND INFORMATION:

Each year, a Budget Procedures Manual is prepared to guide staff in the preparation of departmental budgets and to provide a timetable for the budget process.

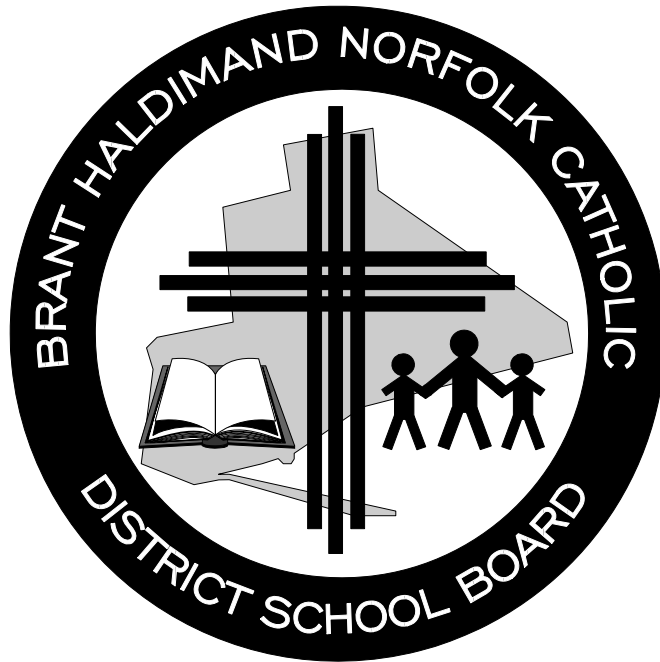
DEVELOPMENTS:

Attached is the proposed 2016-17 Budget Procedures Manual. As per last year, the community will have the opportunity to provide input regarding the budget through periodic reports regarding budget development that will be posted on the Board's website. Community members will have the opportunity to comment on the budget by email or can request to make a presentation at one of the scheduled Budget Committee meetings.

RECOMMENDATION:

THAT the Budget Committee recommends the Committee of the Whole refers the Budget Planning report to the Brant Haldimand Norfolk Catholic District School Board for approval of budget procedures as outlined in the 2016-17 Budget Procedures Manual (September 1, 2016 to August 31, 2017).

**Brant Haldimand Norfolk Catholic
District School Board**



2016 - 17
BUDGET PROCEDURES MANUAL
(September 1, 2016 to August 31, 2017)

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ACTION PLAN AND TIME LINE

The following is an Action Plan with suggested time lines for the development of the 2016-17 Budget. This will identify the opportunity for input from the various groups and outline clear time lines.

ACTION	TIME LINE
Preliminary enrolment forecasting completed utilizing the Ministry's Five-Year Projection Template.	November 2015
Budget Procedures Manual to be prepared and distributed to all superintendents, principals and department managers.	December 2015 / January 2016
Senior Administration to prepare goals and priorities for the year.	December 2015 / January 2016
Departmental expenditure estimates to be prepared in consultation with all relevant persons, consolidated, prioritized and forwarded to the Finance Department.	March 2016 / April 2016
Finalize Enrolment Estimates utilizing Secondary Credit Counts.	April 2016
Finance Department to summarize, collate and consolidate all departmental submissions and prepare Preliminary Expenditure Estimates.	April 2016 / May 2016
Analysis of Preliminary Expenditures and Estimates by Administrative Council.	May 2016
Budget Committee to receive and review the Preliminary Estimates.	May 2016 / June 2016
Board to approve the Final Budget.	June 2016

BUDGET PROCESS

The purpose of a budget process is to provide, in a consolidated form, the necessary guidelines for its preparation. The prime objective of a set of budget guidelines is to serve as a guide to those involved in the budgetary process by providing instructions that are clear, concise and easy to understand.

The Superintendent of Business & Treasurer has the responsibility of coordinating the overall budget material into a consistent and readable format. The Superintendents have the responsibility for developing and coordinating the budgets within their areas of responsibility. Principals and department managers have similar responsibilities with respect to their individual school and department.

Expenditure Estimates

A set of expenditure estimates will be established for each department (a school is considered to be an operating department). Each department will submit a complete set of expenditure estimates on the prescribed forms.

Departments should carefully consider all expenses when developing the 2016-17 Budget. Assume staffing levels in each department cannot increase over the 2015-16 year level, without acceptable explanations. All supplies and services must be reviewed and justified in the budget submission. It may be necessary to amend the projected expenditures in the light of any changes in revenue; however, this will not be known until later. Departments should consider the 2015-16 year budget as a MAXIMUM limit for 2016-17 budget.

The following should be used to establish 2016-17 expenditure budgets:

Salaries and Benefits:

- Actual staff salary costs projected to be in effect at September 1, 2016 for the period September 1, 2016 to August 31, 2017.

Expenses:

- Instructional: Budgeted on an as required basis, but not more than the 2015-16 year budget unless there are acceptable explanations for an increase.
- Non-Instructional: Budgeted on an as required basis, but not more than the 2015-16 year budget.

Major Maintenance/Capital Expenditures:

- Estimated expenditures based on identified projects to be completed in the period September 1, 2016 to August 31, 2017. The total is not to exceed the 2015-16 year budget (and the estimated School Renewal Grant) or as provided in the Long-Term Capital Plan or Five-Year Facilities Renewal Plan.

Transportation:

- Fees should be budgeted on the basis of the contracts in place at September 1, 2016.

Other Expenses:

- All other expenses should be based on actual, identified needs in this period, i.e., September 1, 2016 to August 31, 2017.

Accordingly, in order to meet the overall expenditure target, it will be necessary to follow these guidelines in the setting of each department's (including schools) individual budget:

- That all 2016-17 program and service levels in individual departments will have to be justified on an as needed basis.
- That the cost of any proposed new programs or changes in current programs or services, be offset by a reduction in other current programs or services or by specific revenues or grants and accompanied by documentation supporting the proposal.
- That the size of individual classrooms, elementary and secondary, be set at the levels allowable under existing collective agreements or legislation, as appropriate.
- That schools give priority to educational programs in developing school budget estimates. Co-curricular and extra-curricular activities shall be closely examined to ensure that priorities are appropriate.
- That each school reviews all expenditures under the school's control with its School Council.

Revenue Estimates

On January 1, 1998, the Province established the mill rates to be levied and school boards do not have further access to property tax. Property taxes will continue to be collected for education purposes on residential and commercial / industrial properties.

As previously indicated, the Ministry of Education has not yet released any technical documents which pertain to the 2016-17 budget year. Administration will use the 2015-16 technical information, amended as indicated, to calculate initial revenue estimates. The actual regulations, forms and computer files may not be available for several weeks, and ultimately, these will have to be completed and filed with the Ministry to determine the Board's revenue. It may be that when such official forms are completed, the initial estimates will have to be revised.

Role of Superintendents

The following specifies the major areas of responsibility for Superintendents in the Budget process:

SUPERVISORY OFFICER	AREA OF RESPONSIBILITY
Director of Education, Chris Roehrig	<ul style="list-style-type: none"> • Catholicity • Communications • Enrolment (Recruitment & Retention) • Faith Formation • Policies & Administrative Procedures • Religion & Family Life Programs • Strategic Planning • Student Achievement • Succession Planning

SUPERVISORY OFFICER	AREA OF RESPONSIBILITY
Superintendent of Business & Treasurer Tom Grice	<ul style="list-style-type: none"> • Administrative Technology • Board-Wide Infrastructure • Budget Forecasting • Capital Expenditures • Community Use of Schools • Construction Projects • Corporate Services Software / Applications • Debt Servicing Costs • Employee Accommodations • Employee Assistance Plan • Employee Hiring & Retirements • Enrolment (Forecasting) • Environmental Education & Waste Audits • Financial Analysis • Health & Safety • Instructional Operations Budgets • Leaves of Absence – Non-Teaching Staff • Maintenance & Plant Operations • Non-Curriculum Software Applications • Other Non-Instructional Expenditures • Pay Equity • Policies & Administrative Procedures – Human Resources • Performance Management – Non-Teaching Staff • Procurement • Real Estate Transactions • Revenue - Provincial & Other • Salaries & Benefits - All Areas • School Budgets • School Generated Funds • School Supplies • Sick Leave Administration • Staffing – ESS / PSS • Transportation & Planning • Union Negotiations

SUPERVISORY OFFICER	AREA OF RESPONSIBILITY
<p>Superintendent of Education, Learning For All Leslie Telfer</p>	<p>Programs – Elementary</p> <ul style="list-style-type: none"> • Aboriginal Education • Accessibility • Cognitive Coaching • Curriculum Development • Equity & Inclusive Education • Home Instruction / Home Schooling • Information Technology (academic) / eLearning • Labour Relations – EAs • Leadership & Development Programs – BLDS & OLS • Leaves of Absence – EAs • Mental Health & Behaviour Services • Ontario Leadership Strategy • Performance Management • Professional Development • Safe Schools • Special Education • Staffing – Behaviour Services, EAs, SERTS • Staff Professional Development – Special Education • Workplace Accommodations
<p>Superintendent of Education, School Effectiveness Michelle Shypula</p>	<ul style="list-style-type: none"> • 21st Century Learning • Arts • Athletics • Before & After School Care • BIPSA, SIM, SEF, CIL Projects • Catholic School Advisory Councils (elementary) • Curriculum Development • Early Learning (ELKP, PFLCs & Before/After Care) • ESL / ELL / FSL • EQAO • Financial Literacy • French Immersion • Labour Relations – ECEs • Leaves of Absence • Library Services • Mathematics • MISA Program • Nutrition & Healthy Schools • Outdoor Education / Environmental Education • Parent Volunteers • Parents Reaching Out Grants • Performance Management • Professional Development • Program Planning & Assessment • RCPIC • School Councils / Parent Engagement • Staffing - ECEs

SUPERVISORY OFFICER	AREA OF RESPONSIBILITY
Superintendent of Education, Student Success Pat Daly	Programs – Secondary <ul style="list-style-type: none"> • Adult Education • Catholic School Advisory Councils (secondary) • Catholic Student Leadership Program • Curriculum Development • eLearning • Educational Field Trips • Elementary Transition Programs • Employee Accommodations • FSL Schedules • International Students • Language Programs • Leaves of Absence • Lunch Monitors • NTIP • OYAP / Cooperative Education • Pathways • Performance Management • Programs & Curriculum • Program Planning & Assessment • Robotics Initiative • SAL / Alternative Education • SCWI / SWAC • Secondary Principal PPA • SHSM • SmartFIND • Speak Up Projects • Staffing – Academic • Staff Professional Development – Academic • Student Success Initiatives • Student Teacher Placements • Summer School • Teacher Interview Committee Lead • Teacher Prep Schedules

Superintendents will be responsible for the preparation and collation of budget information in their respective areas for the System as a whole.

Role of Administrative Council

In April 2016, based on submissions from all departments (including schools), Administrative Council will review and analyze the 2016-17 Preliminary Expenditures Estimates. Administrative Council will determine what action(s) might be necessary to comply with the Board's directions and guidelines as well as any legislative compliance that is necessary. Administrative Council will prepare a complete set of 2016-17 Preliminary Expenditure Estimates for presentation to the Budget Committee in May 2016, together with such recommendations as may be appropriate with respect to any additions, deletions or changes to such estimates. All recommendations will be prioritized by Administrative Council and will include information, as complete as is reasonably possible, regarding the recommendation's effect on schools and programs, where applicable. Administrative Council will prepare a complete 2016-17 Final Draft Budget for presentation to the Budget Committee in May 2016.

Role of the Community

Public participation in the Budget Process is encouraged. Draft budget information will be made available on the Board's website and comments can be provided by email. Delegations, by the public, can also be made at any of the Budget Committee meetings.

Participation by the public provides an opportunity to collaborate on Board activities, including fiscal actions. The Budget process offers a specific opportunity to the public (whether or not they are ratepayers) and each school community, in particular, to become involved in the determination of the Budget. In addition, members of each school community should be invited to share in the budget setting process at the school level, along with the school's administration and staff. School administration shall meet with its School Council and seek its input with respect to the proposed expenditures under its control.

Role of the Budget Committee

The role of the Budget Committee is to provide staff with direction and priorities for the coming year and to review draft budgets presented by staff. The Committee will ensure adequate input from stakeholders, including the public, and ensure the budget addresses all concerns to the greatest extent possible. The Committee will provide comment on the proposals made by staff and present the final budget document to the Board of Trustees for approval. The Budget Committee has the responsibility of guiding the process and ensuring the budget is prepared in a manner; which addresses the needs of the system and that the budget is completed as required by the Ministry of Education. Prior to final submission of the budget document to the Board, staff will bring the budget document to the Audit Committee for approval.

Role of the Board of Trustees

The primary role of the Board of Trustees is to establish goals and objectives for the year and to approve the final budget. It is the Board of Trustees prerogative to determine the extent to which it wishes to become involved in the budget preparation process and how it wishes to conduct a review of the various stages of the process. The Board may, at any time, request detailed, specific information from Administration to assist in this review.

The Board may also wish to establish, in advance, overall targets or goals that are to be met or to establish other guidelines that would be used in the preparation of the annual budget estimates. The Board can determine the extent to which it involves ratepayers and other system stakeholders, however, the budget process must be open, except as provided under the Education Act or other applicable legislation.

However, while the Board may delegate the initial responsibility for the preparation of an annual budget to its administration and it might invite comment and advice from the general public, ratepayers, parent groups, staff groups, etc., the Board of Trustees *has the ultimate responsibility* under the Education Act, to prepare and adopt annual estimates.

No In-Year Deficit

231. (1) A board shall not, without the Minister's approval, have an in-year deficit for a fiscal year that is greater than the amount determined as follows:

1. Take the board's accumulated surplus for the preceding fiscal year. If the board does not have an accumulated surplus, the number determined under this paragraph is deemed to be zero.
2. Take 1 per cent of the board's operating revenue for the fiscal year.
3. Take the lesser of the amounts determined under paragraphs 1 and 2.

Exception

- (2) Despite subsection (1), a board may have an in-year deficit that is greater than the amount determined under that subsection if the in-year deficit is permitted as part of a financial recovery plan under Division C.1 or if the board is subject to an order under subsection 230.3 (2) or 257.31 (2) or (3).

Estimates

232. (1) Every board, before the beginning of each fiscal year and in time to comply with the date set under clause (6) (c), shall prepare and adopt estimates of its revenues and expenses for the fiscal year.

Same

- (2) Where final financial statements are not available, the calculation of any amount for the purposes of this Act or the regulations shall be based on the most recent data available.

Balanced Budget

- (3) A board shall not adopt estimates that indicate the board would have an in-year deficit for the fiscal year.

Exception

- (4) Despite subsection (3), a board may adopt estimates for a fiscal year that indicate the board would have an in-year deficit for the fiscal year if,
- (a) the estimated in-year deficit would be equal to or less than the amount determined under subsection 231 (1);
 - (b) the Minister grants his or her approval for the estimated in-year deficit to be greater than the amount determined under subsection 231 (1) by the amount specified by the Minister;
 - (c) an in-year deficit is permitted as part of a financial recovery plan under Division C.1; or
 - (d) the board is subject to an order under subsection 230.3 (2) or 257.31 (2) or (3).

The Board must balance its desire to provide the best possible education for its students with the resources available to it. While the Board can consult with local interest groups, it cannot abdicate the requirement to act as a responsible corporate body in fiscal matters. It must, by law, balance the annual budget and if expenditures exceed revenues, develop a plan to take corrective action.

The Board should finalize the 2016-17 Budget (assuming final revenue information has been released in a timely fashion) not later than June 30, 2016 for submission to the Province at that time.

DETAILED INSTRUCTIONS

Department Budgets (Other Than School)

Each superintendent / manager will prepare his / her department's 2016-17 expenditure estimates in the manner described above under the heading Expenditure Estimates. Forms will be provided for this purpose along with certain specific back-up information as deemed appropriate or necessary. These forms should be completed and forwarded to the Finance Department in accordance with the Budget Timetable.

School Staffing

Enrolment estimates for 2016-17 will be established in consultation with the Finance Department. Enrolment estimates will be used in the application of formulas to determine staffing requirements. A Superintendent of Education will determine staffing requirements in conjunction with elementary and secondary school principals. These results will be collated by the Superintendent of Education in consultation with the Manager of Human Resources so that a system-wide calculation of overall staffing needs can be determined. This overall summary will be presented to Administrative Council by the Superintendent of Education and submitted to the Finance Department in accordance with the Budget Timetable.

School Supplies and Texts, Etc.

Elementary and secondary school supplies and texts, etc., will be reviewed by the Superintendents of Education and submissions will be based on assessed needs; including texts, supplies, furniture and equipment, etc. For the purposes of determining the 2016-17 Preliminary Estimates, the total amount for school budgets will be set at the same amount per pupil as 2015-16, but based on projected enrolment. These amounts may be subject to revision when more precise information is known regarding the 2016-17 school year, including refined enrolment projections.

A Committee, made up of Finance Department staff, Principals, and Superintendents will examine the Curriculum budget and how it might be allocated between schools and central budgets. The intent is to ensure that schools have sufficient funds for classroom materials and textbooks, but also that system-wide initiatives have the financial support required.

Forms will be completed and submitted by the schools and forwarded to the Finance Department specifying each school's allocation of its supplies and texts, etc., budget.

Building / Maintenance Requirements

Regular building maintenance is budgeted by the Plant Operations staff based on historical trends and anticipated needs.

The School Renewal Budget is a closed envelope and is intended to address larger project needs, such as roof replacements, mechanical / electrical upgrades, small additions, etc. The amount of the allocation is a function of the Ministry formula and the Board's enrolment. This amount will be included in the budget.

Timetable for Estimates

2016-17 BUDGET TIMETABLE			
Date	Responsibility	Procedure	Date Completed
Tuesday, December 15 th	Superintendent of Business & Treasurer	Review Draft Timetable at Administrative Council	
December 2015 / January 2016	Senior Administration	Finalize Goals and Priorities	
Monday, January 18 th	Administrative Council	Review Current Expenditures and Communication Plan re: Restraints in the System	
Tuesday, January 19 th 7:00 p.m.	Director Superintendent of Business & Treasurer	Committee of the Whole – Budget Goal Setting Committee of the Whole – Budget Planning (Budget Procedures Manual)	
Tuesday, February 16 th	Manager of Finance	Budget Templates to Superintendents and Managers	
Monday, February 29 th	Manager of Human Resources	Benefit Rates	
Monday, February 29 th	Superintendents of Education, Managers	Draft Expenditure Budgets to Superintendent of Business & Treasurer	
Friday, March 18 th	Manager of Finance	Base Salary and Benefits Costing	
Monday, March 21 st	Administrative Council	Budget Planning Meeting	
Monday March 28 th	Superintendent of Education – Staffing	Preliminary Enrolment Projections	

2016-17 BUDGET TIMETABLE

Date	Responsibility	Procedure	Date Completed
Monday, April 4 th	Superintendent of Business & Treasurer, Superintendents of Education	Present Draft Expenditure Budgets to Administrative Council <ul style="list-style-type: none"> • Curriculum and Special Education Budgets • Corporate Services Budget 	
Wednesday, April 6 th	Superintendent of Education – Staffing & Administrative Council	Update Enrolment Projections Finalize School Allocations	
Monday, April 18 th	Superintendent of Business & Treasurer & Administrative Council	Review Expenditure Estimates	
Tuesday, April 19 th 4:00 p.m.	Superintendent of Business & Treasurer	Present Draft Budget (Department Expenditure Estimates) to Budget Committee for: <ul style="list-style-type: none"> • Special Education • Curriculum • Administration • Transportation • School Operations • Information Technology 	
Monday, April 25 th	Manager of Finance	Complete Revenue Estimates Complete Draft Expenditure Budget	
Tuesday, May 3 rd	Superintendent of Business & Treasurer Superintendent of Education - Staffing	Present Draft Budget (Staffing) to Administrative Council Present Teaching Staff Calculation to Administrative Council	
Tuesday, May 10 th 4:00 p.m.	Superintendent of Business & Treasurer	Present Draft Budget (Staffing) to Budget Committee Present Teaching Staff Calculation to Budget Committee	

2016-17 BUDGET TIMETABLE

Date	Responsibility	Procedure	Date Completed
Wednesday, May 25 th 4:00 p.m.	Superintendent of Business & Treasurer	Review Final Draft (Expenditure and Staffing) with Budget Committee	
Monday, June 13 th 7:00 p.m.	Superintendent of Business & Treasurer	Final Budget to Audit Committee	
Tuesday, June 21 st 7:00 p.m.	Superintendent of Business & Treasurer	Final Budget to Committee of the Whole	
Tuesday, June 28 th 7:00 p.m.	Chair of Budget Committee	Final Budget to the Board of Trustees	

REPORT TO THE BRANT HALDIMAND NORFOLK CATHOLIC DISTRICT SCHOOL BOARD BUDGET COMMITTEE

Prepared by: Thomas R. Grice, Superintendent of Business & Treasurer
Presented to: Budget Committee
Submitted on: January 11, 2016
Submitted by: Chris N. Roehrig, Director of Education & Secretary

REVISED BUDGET ESTIMATES – 2015-16

Public Session

BACKGROUND INFORMATION:

Each year, the Ministry requires that school boards make available their revised budgeted revenue and expenditures for the school year. The original estimates are normally approved by the Board and submitted to the Ministry by June 30. Prior to the 2012-13 school year, the Ministry did not require that Revised Estimates be approved by school boards; however, our practice has been to recommend approval by the Board and this development does not require a change to our practice.

DEVELOPMENTS:

The 2015-16 Revised Budget is attached for your information as Appendix A.

Collective Agreements for OSSTF - ECE (Early Childhood Educators), OSSTF Educational Support Staff (ESS, secretaries, educational assistants, information technology staff, child and youth workers, library technicians), OSSTF Plant Support Staff (PSS, caretaking and maintenance workers) as well as OECTA Elementary, Secondary and Occasional Teachers expired on August 31, 2014. When Preliminary Estimates were developed during the November 2014 – June 2015 time period, the outcome of collective bargaining for central terms between the respective parties; including the Council of Trustees' Associations, Ontario Secondary School Teachers' Federation, Ontario English Catholic Teachers Association and the Crown of Ontario, was unknown.

The Revised Estimates submission to the Ministry does not include costs for any terms of the central agreements, which have been ratified. However, school boards were requested by the Ministry, in Memorandum 2015: SB31 - 2015-16 Revised Estimates (District School Boards, to include in their expenditures, compensation estimates for employee groups covered under centrally-ratified agreements. The Ministry plans to update Revised Estimates to implement the compensation provisions and earned leave plans within the GSN; once all labour negotiations have concluded and central agreements have been ratified by respective federations and unions.

Instructions per Memorandum 2015: SB31 - 2015-16 stated that *at the time of submission to the Ministry, the Revised Estimates forms may not be updated with new funding allocations from the labour agreements that have been reached. This will result in many school boards reporting an in-year deficit exceeding the threshold set out in section 231 of the Education Act as there is no incremental funding amount in the forms to offset the additional expenditures. The Ministry will adjust the in-year deficit upon receipt of the Board submission to include an estimate of new funding allocations resulting from centrally-ratified agreements at the time of submission. If a school board's in-year deficit still exceeds the compliance threshold after the funding allocation is included, Ministry Finance staff will contact the school board for the in-year deficit approval request.*

Brant Haldimand Norfolk Catholic District School Board (BHNCD SB) shows an in-year deficit at Revised Estimates of \$1,447,564. The Board has submitted to the Ministry a requested expenditure estimates related to central agreement terms in the amount of \$1,447,564. This amount related to central terms consists of \$808,315 for the 1% lump sum payout to eligible staff, effective September 2015, and \$639,249 for full restoration of the grid. The result of the offsets is that Revised Estimates will be balanced once the adjustments are made by the Ministry. The attached expenditure estimates, as shown in Appendix A, Pages 26-52, include the amount anticipated for the collective agreement changes. The attached revenue estimate, as shown in Appendix A, Page 25, does not include the revenue expected from the Ministry for the amount anticipated for the collective agreement changes. It displays the \$1,447,564 deficit, which is anticipated to be fully funded by the Ministry.

Revenues are comprised of both Operating Legislative Grants and Education Program – Other (EPO) grants. While legislative grants are largely enrolment based, EPO grants are usually program based. Many EPO grants are allocated to school boards in March and are included in Preliminary Estimates. However, many EPO grants are added *in year* and are reflected in the Revised Budget. In addition, the Ministry has allowed some previous year EPO grants to be carried forward and these grants are presented in the Revenue Summary under Other Revenue as Deferred Revenue from 2014. While these grants bring additional revenue to the Board, they are 100% allocated on the Expenditure budget with a net effect to Revised Budget of zero.

A number of changes have been made to the Expenditure budget:

- A net of 2.2 FTE teachers have been added into the system as a direct result of student enrolment in the elementary panel.
- A net of 2.9 FTE Educational Assistants have been added into the system as a direct result of special education student needs in the system.
- 0.5 FTE French Language Consultant has been added in support of the extension of French in the primary division and the extension of French Immersion into additional elementary schools.
- \$10,000 has been added to the Senior Team Development Fund and is funded through a grant from the Council of Directors of Education (CODE).
- \$55,000 has been added for the purchase of Grade 2 Religion Textbooks and Grade 1-8 Fully Alive Teacher Manuals.
- \$17,000 has been added to purchase Synvoice SchoolConnects Hosted Services (Automated Phone Call-Out System utilized by all schools and the Catholic Education Centre).
- \$27,500 has been added to procure the services of IBM with respect to a Technology Enabled Learning Plan.
- \$42,000 has been added to purchase InfoSnap (this includes the software purchase, one time set-up fee and hosting service) in order for the Board to implement Online Registration Forms, which will provide a customized secure online forms process for parents of the system, pre-filled with existing biographical information for ease of completion by families. InfoSnap will host and support the form process and administrative tool allowing year round 24/7 access to parents.

- \$8,000 has been added in support of a Hosted Enterprise Management Software System for all elementary school libraries. Correspondingly, the cost of the Hosted Enterprise Management Software System for secondary schools has been reduced by \$2,000. Ten thousand dollars (\$10,000) has been added to purchase EBSCOhost Online Research Databases. EBSCO offers a broad range of full text and bibliographic databases designed for research.
- Interest Expense Fees have been reduced by \$30,000
- \$20,000 has been reduced in the Finance area as it was supporting the implementation of K212 Finance, which is a redeveloped update of the Board's BAS2000 accounting software.
- \$41,000 has been added to reflect increased electricity costs.
- \$50,000 has been reduced to reflect gas cost savings.
- \$32,000 has been added to secure outside services to perform a Wireless/Network Infrastructure security and readiness analysis. Analysis/review will take place as one of the key components of the infrastructure that influence the overall effectiveness of network performance.
- \$42,000 has been added to increase the allocation to Maintenance and Contractual Services within the school maintenance budget.
- \$20,000 has been added for secretarial time within the Continuing Education Department in support of Electronic Registers. This allocation is offset through a corresponding Ministry grant.

RECOMMENDATION:

THAT the Budget Committee recommends that the Committee of the Whole refers the 2015-16 Revised Budget Estimates, in the amount of \$121,135,667, to the Brant Haldimand Norfolk Catholic District School Board for approval.

REVENUE ESTIMATES 2015-2016

	Revised 2015-16	Preliminary 2015-16	Incr (Decr)
GENERAL LEGISLATIVE GRANTS			
Total: Foundation Allocation	50,468,432	50,351,641	116,791
School Foundation	7,912,666	7,919,491	(6,825)
Special Education Allocation	12,259,191	12,226,239	32,952
Language Allocation	1,391,094	1,340,340	50,754
Distant Schools/Small Schools Allocation	52,429	50,662	1,767
Remote & Rural Allocation	1,314,793	1,316,159	(1,366)
Learning Opportunity Allocation	1,684,873	1,685,499	(626)
Adult & Continuing Education & Summer Schoo	151,907	125,960	25,947
Teacher Compensation Allocation	9,919,331	10,552,814	(633,483)
New Teacher Induction Program (NTIP)	55,362	55,362	-
ECE Q&E Allocation	440,502	425,105	15,397
Restraint Savings	(67,355)	(67,355)	-
Transportation Allocation	4,845,016	4,845,016	-
Administration & Governance Allocation	3,414,884	3,410,369	4,515
School Operations Allocations	9,773,375	9,776,665	(3,290)
Community Use of Schools	136,134	136,134	-
Declining Enrolment Adjustment	82,827	127,050	(44,223)
First Nation Supplemental Allocation	116,523	116,234	289
Safe Schools	193,440	193,229	211
Permanent Financing of NPF	146,395	146,395	-
Total: OPERATING	104,291,819	104,733,009	(441,190)
Trustee Association Fee	43,017	43,017	-
Debt Charges Allocation -Interest	2,567,983	2,567,983	-
TOTAL LEGISLATIVE GRANT-OPERATING	106,902,819	107,344,009	(441,190)
Capital Allocation			
School Renewal Allocation	1,421,149	1,421,625	(476)
School Renewal Allocation to Capital / DCC	(600,000)	(600,000)	-
TOTAL LEGISLATIVE GRANT-OPERATING(A)	107,723,968	108,165,634	(441,666)
Amortization of DCC	4,170,640	4,101,686	68,954
Deduct MTCA Allocation	(2,607,160)	(2,618,325)	11,165
Allocate to Deferred Revenue DCC(re MTA)	2,607,160	2,618,325	(11,165)
SEA Formula based Funding (to) fr Deferred)	387,762	318,017	69,745
SEA Formula based Funding (to) fr Deferred)	(42,362)	-	(42,362)
	112,240,008	112,585,337	(345,329)
OTHER REVENUE			
Tuition fees	1,142,100	1,129,088	13,012
Rental Revenue	116,688	116,688	-
Interest	120,000	100,000	20,000
Miscellaneous Revenue	59,169	60,961	(1,792)
Shared Facilities	247,227	237,185	10,042
EDC Fund Revenue (re: Debenture Payment)	60,496	60,496	-
<i>Miscellaneous Gov't Grants</i>			
Misc Grants	1,881,998	1,785,690	96,308
Deferred Revenue	170,668	-	170,668
French Monitor Program	18,000	18,000	-
SCWI / SWAC	80,000	-	80,000
Ontario Youth Apprenticeship Program	95,285	95,285	-
Total Other Revenue	3,991,630	3,603,393	388,238
TOTAL REVENUE	116,231,638	116,188,730	42,909
School Generated Funds	3,500,000	3,500,000	-
Prior Period Adjustment	-	-	-
NET REVENUE	119,731,638	119,688,730	42,909
EXPENDITURE (including School funds)	121,135,667	119,645,195	1,490,472
Surplus(deficit) PSAB	(1,404,029)	43,535	(1,447,563)
Adjustment(for Compliance Purposes)	(43,535)	(43,535)	-
Surplus(deficit) For Compliance	(1,447,564)	(0)	(1,447,563)

Brant Haldimand Norfolk Catholic District School Board

2015-2016 Revised Expenditure Estimates before TCA

	Prelim Budget	Revised Change	Revised Budget	Revised 2014-2015	Actual 2014-2015	Increase (Decrease)
INSTRUCTION						
Salaries & Wages						
Total Salaries & Wages	52,289,036	698,793	52,987,829	52,015,215	51,655,879	972,614
Employee Benefits						
Total Employee Benefits	6,325,446	-72,157	6,253,289	6,293,986	5,815,782	-40,697
Staff Development						
10 315 Professional Development - Academic & S.O.'s	133,236	20,755	153,991	132,411	152,628	21,580
10 317 Professional Development - Non Teaching	3,582		3,582	3,582	2,190	0
10 319 Religion Course	5,000		5,000	5,000	2,000	0
Total Staff Development	141,818	20,755	162,573	140,993	156,818	21,580
Supplies & Services						
10 320 Textbooks & Learning Materials	82,678	55,595	138,273	52,678	201,113	85,595
10 322 Books & Periodicals	500		500	500		0
10 324 School Initiatives	0		0	0	-5,639	0
10 325 Program Supplies	497,762	121,951	619,713	697,576	619,528	-77,863
10 330 Instructional Supplies	874,741		874,741	854,741	365,186	20,000
10 331 Application Software	0		0	0	11,566	0
10 335 Printing & Photocopying - Instructional	200,000		200,000	200,000	175,624	0
10 336 Printing & Photocopying - Non-instructional	2,000	250	2,250	2,000	221	250
10 339 First Aid Supplies	7,500		7,500	7,500	5,514	0
10 361 Automobile Reimbursement	91,690	1,385	93,075	92,714	62,775	361
10 401 Repairs - Furniture & Equipment	5,000		5,000	5,000		0
10 404 Telephone - Cellular	1,200		1,200	1,200	286	0
10 406 Telephone - Data Communications Services	355,000	9,400	364,400	340,000	343,462	24,400
10 414 Student Senate	10,000		10,000	10,000	14,937	0
10 540 School Trips - Transportation	70,232	-22	70,210	70,232	69,506	-22
Total Supplies & Services	2,198,303	188,559	2,386,862	2,334,141	1,864,080	52,721
Replacement of F&E						
10 501 Replacement of Furniture & Equipment - General	58,810	76,619	135,429	143,810	145,741	-8,381
10 502 Replacement of Furniture & Equipment - Computer	497,351	105,984	603,335	296,320	591,742	307,015
10 503 Replacement of Furniture & Equipment - Network	46,550		46,550	60,300	77,402	-13,750
Total Replacement of F&E	602,711	182,603	785,314	500,430	814,885	284,884
Fees & Contract Services						
10 640 Instructional Advertising	78,700	-10,700	68,000	23,500	34,823	44,500
10 653 Other Professional Fees	0	28,094	28,094	21,671	2,172	6,423
10 654 Other Contractual Services	97,338		97,338	97,338	109,473	0

**Brant Haldimand Norfolk Catholic District School Board
2015-2016 Revised Expenditure Estimates before TCA**

	Prelim Budget	Revised Change	Revised Budget	Revised 2014-2015	Actual 2014-2015	Increase (Decrease)
10 661 Software Fees & Licenses	62,000	42,000	104,000	41,580	68,921	62,420
10 662 Maintenance Fees - Computer Technology	123,000	32,000	155,000	172,500	117,300	-17,500
10 702 Association & Membership Fees - Individuals	1,000		1,000	1,000		0
Total Fees & Contract Services	362,038	91,394	453,432	357,589	332,689	95,843
Other Expenses						
10 705 Student Bursaries/Awards	1,800		1,800	1,800	1,800	0
10 725 Miscellaneous	1,500		1,500	1,500		0
Total Other Expenses	3,300		3,300	3,300	1,800	0
Amortization						
10 790 Amortization	329,518		329,518	329,518	247,868	0
Total Amortization	329,518		329,518	329,518	247,868	0
Total INSTRUCTION	62,252,170	1,109,947	63,362,117	61,975,172	60,889,801	1,386,945

Brant Haldimand Norfolk Catholic District School Board

2015-2016 Revised Expenditure Estimates before TCA

	Prelim Budget	Revised Change	Revised Budget	Revised 2014-2015	Actual 2014-2015	Increase (Decrease)
SPECIAL EDUCATION						
Salaries & Wages						
Total Salaries & Wages	11,115,062	78,331	11,193,393	10,978,718	11,139,295	214,675
Employee Benefits						
Total Employee Benefits	2,153,550	-1,565	2,151,985	2,112,644	2,240,696	39,341
Staff Development						
12 315 Professional Development - Academic & S.O.'s	21,200	4,000	25,200	23,200	6,273	2,000
12 317 Professional Development - Non Teaching	20,100		20,100	20,100	10,143	0
Total Staff Development	41,300	4,000	45,300	43,300	16,416	2,000
Supplies & Services						
12 320 Textbooks & Learning Materials	11,000		11,000	11,000	1,693	0
12 325 Program Supplies	73,343	-425	72,918	109,827	203,735	-36,909
12 330 Instructional Supplies	10,500		10,500	10,500	22,010	0
12 335 Printing & Photocopying - Instructional	0		0	0	1,202	0
12 336 Printing & Photocopying - Non-instructional	6,000		6,000	6,000	7,892	0
12 361 Automobile Reimbursement	59,470	600	60,070	66,470	38,012	-6,400
12 402 Repairs - Computer Technology	3,000		3,000	3,000		0
12 404 Telephone - Cellular	1,450		1,450	1,450	306	0
12 405 Telephone - Voice	3,000		3,000	3,000	1,054	0
12 407 Postage	235		235	235	130	0
12 410 Office Supplies & Services	2,500		2,500	4,500	1,644	-2,000
12 416 SEAC	500		500	500		0
12 540 School Trips - Transportation	2,000		2,000	2,000	1,586	0
Total Supplies & Services	172,998	175	173,173	218,482	279,262	-45,309
Replacement of F&E						
12 501 Replacement of Furniture & Equipment - General	106,500		106,500	106,500	112,416	0
12 502 Replacement of Furniture & Equipment - Computer	490,508		490,508	490,508	145,425	0
Total Replacement of F&E	597,008		597,008	597,008	257,841	0
Fees & Contract Services						
12 654 Other Contractual Services	44,800		44,800	55,800	29,338	-11,000
12 702 Association & Membership Fees - Individuals	0		0	0	350	0
Total Fees & Contract Services	44,800		44,800	55,800	29,688	-11,000
Total SPECIAL EDUCATION	14,124,718	80,941	14,205,659	14,005,952	13,963,198	199,707

Brant Haldimand Norfolk Catholic District School Board

2015-2016 Revised Expenditure Estimates before TCA

	Prelim Budget	Revised Change	Revised Budget	Revised 2014-2015	Actual 2014-2015	Increase (Decrease)
SCHOOL MANAGEMENT						
Salaries & Wages						
Total Salaries & Wages	6,846,724	43,273	6,889,997	6,840,594	6,751,506	49,403
Employee Benefits						
Total Employee Benefits	980,992		980,992	1,014,392	1,119,998	-33,400
Staff Development						
15 315 Professional Development - Academic & S.O.'s	23,000	-1,500	21,500	23,000	18,660	-1,500
15 317 Professional Development - Non Teaching	12,735		12,735	12,735		0
Total Staff Development	35,735	-1,500	34,235	35,735	18,660	-1,500
Supplies & Services						
15 324 School Initiatives	0		0	0	12,302	0
15 325 Program Supplies	16,200	88	16,288	16,200	11,672	88
15 335 Printing & Photocopying - Instructional	0		0	0	6,499	0
15 336 Printing & Photocopying - Non-instructional	0		0	0	18,882	0
15 361 Automobile Reimbursement	17,000		17,000	17,000	12,878	0
15 404 Telephone - Cellular	0		0	0	10,812	0
15 405 Telephone - Voice	75,405	500	75,905	75,405	61,697	500
15 406 Telephone - Data Communications Services	0		0	0	2,982	0
15 407 Postage	32,046		32,046	32,046	29,659	0
15 410 Office Supplies & Services	137,515	1,274	138,789	137,515	88,982	1,274
15 415 School Council Supplies	39,285	-1,565	37,720	39,285	34,986	-1,565
Total Supplies & Services	317,451	297	317,748	317,451	291,350	297
Replacement of F&E						
15 501 Replacement of Furniture & Equipment - General	9,000		9,000	9,000	4,237	0
15 502 Replacement of Furniture & Equipment - Computer	0		0	0	8,521	0
15 503 Replacement of Furniture & Equipment - Network	3,350		3,350	3,350		0
Total Replacement of F&E	12,350		12,350	12,350	12,757	0
Fees & Contract Services						
15 661 Software Fees & Licenses	31,900	17,000	48,900	55,110	75,585	-6,210
15 662 Maintenance Fees - Computer Technology	116,200		116,200	116,200	85,514	0
15 701 Association & Membership Fees - Board	2,300		2,300	2,300		0
15 719 School Courier	20,000		20,000	20,000	15,460	0
Total Fees & Contract Services	170,400	17,000	187,400	193,610	176,560	-6,210
Total SCHOOL MANAGEMENT	8,363,652	59,070	8,422,722	8,414,132	8,370,832	8,590

**Brant Haldimand Norfolk Catholic District School Board
2015-2016 Revised Expenditure Estimates before TCA**

	Prelim Budget	Revised Change	Revised Budget	Revised 2014-2015	Actual 2014-2015	Increase (Decrease)
STUDENT SUPPORT SERVICES						
Salaries & Wages						
Total Salaries & Wages	469,960	22,223	492,183	477,320	474,235	14,863
Employee Benefits						
Total Employee Benefits	89,726	2,192	91,918	98,858	90,799	-6,940
Staff Development						
21 317 Professional Development - Non Teaching	900		900	900		0
Total Staff Development	900		900	900		0
Supplies & Services						
21 361 Automobile Reimbursement	10,000		10,000	10,000	7,918	0
Total Supplies & Services	10,000		10,000	10,000	7,918	0
Total STUDENT SUPPORT SERVICES	570,586	24,415	595,001	587,078	572,951	7,923

Brant Haldimand Norfolk Catholic District School Board

2015-2016 Revised Expenditure Estimates before TCA

	Prelim Budget	Revised Change	Revised Budget	Revised 2014-2015	Actual 2014-2015	Increase (Decrease)
COMPUTER SERVICES						
Salaries & Wages						
Total Salaries & Wages	784,742	20,580	805,322	790,853	768,418	14,469
Employee Benefits						
Total Employee Benefits	199,373		199,373	215,384	193,307	-16,011
Staff Development						
22 317 Professional Development - Non Teaching	31,000	-1,000	30,000	29,700	21,233	300
Total Staff Development	31,000	-1,000	30,000	29,700	21,233	300
Supplies & Services						
22 325 Program Supplies	1,710		1,710	1,710	1,072	0
22 332 Books & Periodicals	450		450	450		0
22 336 Printing & Photocopying - Non-instructional	900		900	900	122	0
22 361 Automobile Reimbursement	26,000	-6,000	20,000	30,000	17,136	-10,000
22 402 Repairs - Computer Technology	20,000		20,000	20,000	13,088	0
22 404 Telephone - Cellular	8,500		8,500	8,500	6,192	0
22 406 Telephone - Data Communications Services	34,000		34,000	39,000	36,342	-5,000
22 407 Postage	800		800	800	184	0
22 410 Office Supplies & Services	1,500		1,500	1,500	2,134	0
Total Supplies & Services	93,860	-6,000	87,860	102,860	76,270	-15,000
Replacement of F&E						
22 501 Replacement of Furniture & Equipment - General	1,000		1,000	1,000	2,509	0
22 502 Replacement of Furniture & Equipment - Computer	5,850		5,850	5,850	4,779	0
Total Replacement of F&E	6,850		6,850	6,850	7,289	0
Fees & Contract Services						
22 653 Other Professional Fees	38,211	21,671	59,882	42,873	628	17,009
22 654 Other Contractual Services	16,000	-6,000	10,000	16,000	3,341	-6,000
22 662 Maintenance Fees - Computer Technology	14,252	-2,000	12,252	14,252	9,225	-2,000
22 702 Association & Membership Fees - Individuals	500		500	500	499	0
Total Fees & Contract Services	68,963	13,671	82,634	73,625	13,692	9,009
Total COMPUTER SERVICES	1,184,788	27,251	1,212,039	1,219,272	1,080,209	-7,233

**Brant Haldimand Norfolk Catholic District School Board
2015-2016 Revised Expenditure Estimates before TCA**

	Prelim Budget	Revised Change	Revised Budget	Revised 2014-2015	Actual 2014-2015	Increase (Decrease)
LIBRARY SERVICES						
Salaries & Wages						
Total Salaries & Wages	708,329	9,813	718,142	708,329	713,236	9,813
Employee Benefits						
Total Employee Benefits	151,773		151,773	147,368	151,186	4,405
Staff Development						
23 317 Professional Development - Non Teaching	2,000		2,000	2,000	2,837	0
Total Staff Development	2,000		2,000	2,000	2,837	0
Supplies & Services						
23 320 Textbooks & Learning Materials	5,000	-2,000	3,000	5,000		-2,000
23 321 Library Books	3,000	-1,000	2,000	3,000	41,407	-1,000
23 325 Program Supplies	16,577	-2,000	14,577	16,577	14,495	-2,000
23 330 Instructional Supplies	0		0	0	3,205	0
23 335 Printing & Photocopying - Instructional	1,500		1,500	1,500	1,671	0
23 361 Automobile Reimbursement	1,500		1,500	1,500	1,939	0
23 404 Telephone - Cellular	200		200	200	92	0
Total Supplies & Services	27,777	-5,000	22,777	27,777	62,809	-5,000
Fees & Contract Services						
23 662 Maintenance Fees - Computer Technology	17,223	16,311	33,534	32,223	39,622	1,311
Total Fees & Contract Services	17,223	16,311	33,534	32,223	39,622	1,311
Total LIBRARY SERVICES	907,102	21,124	928,226	917,697	969,690	10,529

**Brant Haldimand Norfolk Catholic District School Board
2015-2016 Revised Expenditure Estimates before TCA**

	Prelim Budget	Revised Change	Revised Budget	Revised 2014-2015	Actual 2014-2015	Increase (Decrease)
GUIDANCE SERVICES						
Salaries & Wages						
Total Salaries & Wages	852,746	19,257	872,003	880,841	887,310	-8,838
Employee Benefits						
Total Employee Benefits	91,891		91,891	92,251	91,476	-360
Supplies & Services						
24 330 Instructional Supplies	0		0	0	1,556	0
24 335 Printing & Photocopying - Instructional	0		0	0	3,309	0
Total Supplies & Services	0		0	0	4,865	0
Replacement of F&E						
24 501 Replacement of Furniture & Equipment - General	0		0		757	0
Total Replacement of F&E	0		0		757	0
Total GUIDANCE SERVICES	944,637	19,257	963,894	973,092	984,408	-9,198

Brant Haldimand Norfolk Catholic District School Board 2015-2016 Revised Expenditure Estimates before TCA

	Prelim Budget	Revised Change	Revised Budget	Revised 2014-2015	Actual 2014-2015	Increase (Decrease)
TEACHER SUPPORT SERVICES						
Salaries & Wages						
Total Salaries & Wages	979,941	9,552	989,493	979,942	976,998	9,551
Employee Benefits						
Total Employee Benefits	113,201		113,201	114,361	109,244	-1,160
Staff Development						
25 315 Professional Development - Academic & S.O.'s	13,300	900	14,200	13,300	12,103	900
Total Staff Development	13,300	900	14,200	13,300	12,103	900
Supplies & Services						
25 325 Program Supplies	36,569	-2,700	33,869	37,569	7,743	-3,700
25 335 Printing & Photocopying - Instructional	11,000	-1,250	9,750	11,000	2,700	-1,250
25 361 Automobile Reimbursement	15,000	-1,305	13,695	15,000	7,594	-1,305
25 404 Telephone - Cellular	1,660	-400	1,260	1,660	615	-400
25 502 Replacement of Furniture & Equipment - Computer	0		0			0
Total Supplies & Services	64,229	-5,655	58,574	65,229	18,653	-6,655
Replacement of F&E						
25 502 Replacement of Furniture & Equipment - Computer	0		0	0	757	0
Total Replacement of F&E	0		0	0	757	0
Fees & Contract Services						
25 640 Instructional Advertising	0		0	0		0
25 701 Association & Membership Fees - Board	10,000		10,000	10,000	9,348	0
25 702 Association & Membership Fees - Individuals	2,277	-500	1,777	2,377	75	-600
Total Fees & Contract Services	12,277	-500	11,777	12,377	9,423	-600
Total TEACHER SUPPORT SERVICES	1,182,948	4,297	1,187,245	1,185,209	1,127,178	2,036

**Brant Haldimand Norfolk Catholic District School Board
2015-2016 Revised Expenditure Estimates before TCA**

	Prelim Budget	Revised Change	Revised Budget	Revised 2014-2015	Actual 2014-2015	Increase (Decrease)
GOVERNANCE/TRUSTEES						
Salaries & Wages						
Total Salaries & Wages	64,700		64,700	64,700	62,957	0
Employee Benefits						
Total Employee Benefits	2,588		2,588	2,588	1,627	0
Staff Development						
31 317 Professional Development - Non Teaching	23,000		23,000	23,000	20,013	0
Total Staff Development	23,000		23,000	23,000	20,013	0
Supplies & Services						
31 336 Printing & Photocopying - Non-instructional	3,500		3,500	3,500	502	0
31 359 Student Trustees	5,000		5,000	5,000	2,958	0
31 361 Automobile Reimbursement	10,000		10,000	10,000	10,231	0
31 404 Telephone - Cellular	3,000		3,000	3,000	3,798	0
31 406 Telephone - Data Communications Services	3,600		3,600	3,600	4,805	0
31 407 Postage	200		200	200		0
31 410 Office Supplies & Services	500		500	500	939	0
Total Supplies & Services	25,800		25,800	25,800	23,233	0
Replacement of F&E						
31 502 Replacement of Furniture & Equipment - Computer	2,000		2,000	12,000	11,624	-10,000
Total Replacement of F&E	2,000		2,000	12,000	11,624	-10,000
Fees & Contract Services						
31 702 Association & Membership Fees - Individuals	250		250	250		0
Total Fees & Contract Services	250		250	250		0
Other Expenses						
31 725 Miscellaneous	5,000		5,000	5,000	1,032	0
Total Other Expenses	5,000		5,000	5,000	1,032	0
Total GOVERNANCE/TRUSTEES	123,338		123,338	133,338	120,486	-10,000

Brant Haldimand Norfolk Catholic District School Board

2015-2016 Revised Expenditure Estimates before TCA

	Prelim Budget	Revised Change	Revised Budget	Revised 2014-2015	Actual 2014-2015	Increase (Decrease)
SENIOR ADMINISTRATION						
Salaries & Wages						
Total Salaries & Wages	787,858		787,858	787,858	796,240	0
Employee Benefits						
Total Employee Benefits	77,047		77,047	76,983	76,795	64
Staff Development						
32 315 Professional Development - Academic & S.O.'s	27,000	10,000	37,000	27,000	25,055	10,000
32 316 Professional Memberships - Academic	1,000	-700	300	1,000	225	-700
Total Staff Development	28,000	9,300	37,300	28,000	25,280	9,300
Supplies & Services						
32 322 Books & Periodicals	2,250		2,250	2,250	1,929	0
32 325 Program Supplies	5,375		5,375	5,375	1,595	0
32 336 Printing & Photocopying - Non-instructional	8,200	-4,200	4,000	8,200	1,939	-4,200
32 361 Automobile Reimbursement	9,500		9,500	9,500	4,057	0
32 404 Telephone - Cellular	10,000		10,000	10,000	4,809	0
32 406 Telephone - Data Communications Services	1,000		1,000	1,000	961	0
32 410 Office Supplies & Services	0		0	0	0	0
Total Supplies & Services	36,325	-4,200	32,125	36,325	15,289	-4,200
Fees & Contract Services						
32 701 Association & Membership Fees - Board	200	-200	0	200		-200
32 702 Association & Membership Fees - Individuals	10,900		10,900	10,900	8,383	0
Total Fees & Contract Services	11,100	-200	10,900	11,100	8,383	-200
Other Expenses						
32 725 Miscellaneous	1,500		1,500	1,500	1,277	0
Total Other Expenses	1,500		1,500	1,500	1,277	0
Total SENIOR ADMINISTRATION	941,830	4,900	946,730	941,766	923,265	4,964

Brant Haldimand Norfolk Catholic District School Board

2015-2016 Revised Expenditure Estimates before TCA

	Prelim Budget	Revised Change	Revised Budget	Revised 2014-2015	Actual 2014-2015	Increase (Decrease)
ADMINISTRATION AND OTHER SUPPORT						
Salaries & Wages						
Total Salaries & Wages	125,139	210	125,349	125,139	162,006	210
Employee Benefits						
Total Employee Benefits	28,233		28,233	28,392	34,671	-159
Staff Development						
33 317 Professional Development - Non Teaching	6,100		6,100	6,100	4,512	0
Total Staff Development	6,100		6,100	6,100	4,512	0
Supplies & Services						
33 336 Printing & Photocopying - Non-instructional	500		500	300	2,604	200
33 361 Automobile Reimbursement	1,700		1,700	900	1,541	800
33 404 Telephone - Cellular	1,200		1,200	1,200	1,091	0
33 405 Telephone - Voice	13,000		13,000	13,000	14,484	0
33 406 Telephone - Data Communications Services	1,800		1,800	1,800	1,498	0
33 407 Postage	16,000		16,000	16,000	7,149	0
33 410 Office Supplies & Services	9,100		9,100	9,100	8,407	0
Total Supplies & Services	43,300		43,300	42,300	36,774	1,000
Replacement of F&E						
33 501 Replacement of Furniture & Equipment - General	0		0	0	1,609	0
Total Replacement of F&E	0		0	0	1,609	0
Fees & Contract Services						
33 640 Instructional Advertising	9,000	9,500	18,500	24,200	11,945	-5,700
33 652 Legal Fees	15,000		15,000	15,000	71,975	0
33 653 Other Professional Fees	0		0	0	35,756	0
33 654 Other Contractual Services	2,500		2,500	2,500	1,728	0
33 662 Maintenance Fees - Computer Technology	30,000		30,000	30,000	25,959	0
33 672 Liability Insurance	0		0		-300	0
33 701 Association & Membership Fees - Board	49,000		49,000	49,000	45,394	0
33 702 Association & Membership Fees - Individuals	750		750	750	704	0
Total Fees & Contract Services	106,250	9,500	115,750	121,450	193,161	-5,700
Other Expenses						
33 710 Interest	53,590	-30,000	23,590	53,590	26	-30,000
33 725 Miscellaneous	20,400	500	20,900	20,400	17,779	500
33 729 Foreign Exchange Gain/Loss	10,000		10,000	10,000	3,029	0

**Brant Haldimand Norfolk Catholic District School Board
2015-2016 Revised Expenditure Estimates before TCA**

	Prelim Budget	Revised Change	Revised Budget	Revised 2014-2015	Actual 2014-2015	Increase (Decrease)
Total Other Expenses	83,990	-29,500	54,490	83,990	20,834	-29,500
Amortization						
33 790 Amortization	46,434		46,434	46,434	44,104	0
Total Amortization	46,434		46,434	46,434	44,104	0
Total ADMINISTRATION AND OTHER SUPPORT	439,446	-19,790	419,656	453,805	497,670	-34,149

Brant Haldimand Norfolk Catholic District School Board

2015-2016 Revised Expenditure Estimates before TCA

	Prelim Budget	Revised Change	Revised Budget	Revised 2014-2015	Actual 2014-2015	Increase (Decrease)
HUMAN RESOURCES ADMINISTRATION						
Salaries & Wages						
Total Salaries & Wages	424,869	-9,513	415,356	438,366	359,882	-23,010
Employee Benefits						
Total Employee Benefits	96,463		96,463	104,450	75,359	-7,987
Staff Development						
34 317 Professional Development - Non Teaching	4,550		4,550	4,550	3,422	0
34 318 Professional Memberships - Non Teaching	1,400		1,400	1,400	460	0
Total Staff Development	5,950		5,950	5,950	3,882	0
Supplies & Services						
34 322 Books & Periodicals	1,500		1,500	1,500	382	0
34 361 Automobile Reimbursement	2,000		2,000	2,000	242	0
34 410 Office Supplies & Services	2,500		2,500	2,500	2,127	0
34 421 Recruitment of Staff	20,000		20,000	20,000	31,641	0
34 501 Replacement of Furniture & Equipment - General	0		0		715	0
Total Supplies & Services	26,000		26,000	26,000	35,107	0
Fees & Contract Services						
34 650 Labour Relations	125,000		125,000	125,000	94,014	0
34 653 Other Professional Fees	5,000	15,000	20,000	5,000	6,829	15,000
34 654 Other Contractual Services	30,000		30,000	30,000	13,152	0
34 661 Software Fees & Licenses	13,720		13,720	41,310	30,754	-27,590
34 662 Maintenance Fees - Computer Technology	0	7,000	7,000	0	6,630	7,000
34 702 Association & Membership Fees - Individuals	1,400		1,400	1,400	820	0
Total Fees & Contract Services	175,120	22,000	197,120	202,710	152,199	-5,590
Total HUMAN RESOURCES ADMINISTRATION	728,402	12,487	740,889	777,476	626,429	-36,587

**Brant Haldimand Norfolk Catholic District School Board
2015-2016 Revised Expenditure Estimates before TCA**

	Prelim Budget	Revised Change	Revised Budget	Revised 2014-2015	Actual 2014-2015	Increase (Decrease)
INFORMATION TECHNOLOGY						
Salaries & Wages						
Total Salaries & Wages	58,113	581	58,694	58,113	51,552	581
Employee Benefits						
Total Employee Benefits	15,321		15,321	15,317	15,186	4
Replacement of F&E						
35 503 Replacement of Furniture & Equipment - Network	3,350		3,350	3,350	3,558	0
Total Replacement of F&E	3,350		3,350	3,350	3,558	0
Fees & Contract Services						
35 661 Software Fees & Licenses	11,000		11,000	10,710	10,726	290
Total Fees & Contract Services	11,000		11,000	10,710	10,726	290
Total INFORMATION TECHNOLOGY	87,784	581	88,365	87,490	81,022	875

Brant Haldimand Norfolk Catholic District School Board

2015-2016 Revised Expenditure Estimates before TCA

	Prelim Budget	Revised Change	Revised Budget	Revised 2014-2015	Actual 2014-2015	Increase (Decrease)
DIRECTOR'S OFFICE						
Salaries & Wages						
Total Salaries & Wages	178,102	32,102	210,204	177,446	180,201	32,758
Employee Benefits						
Total Employee Benefits	44,114		44,114	46,431	42,778	-2,317
Staff Development						
36 317 Professional Development - Non Teaching	1,800		1,800	1,800	1,059	0
Total Staff Development	1,800		1,800	1,800	1,059	0
Supplies & Services						
36 336 Printing & Photocopying - Non-instructional	3,900		3,900	3,900	1,148	0
36 361 Automobile Reimbursement	1,000		1,000	1,000	206	0
36 404 Telephone - Cellular	1,000		1,000	1,000	311	0
36 405 Telephone - Voice	1,500		1,500	1,500	140	0
36 406 Telephone - Data Communications Services	1,500		1,500	1,500		0
36 410 Office Supplies & Services	6,455		6,455	6,455	3,436	0
Total Supplies & Services	15,355		15,355	15,355	5,241	0
Replacement of F&E						
36 501 Replacement of Furniture & Equipment - General	1,800		1,800	1,800	980	0
36 502 Replacement of Furniture & Equipment - Computer	1,350		1,350	1,350	1,697	0
Total Replacement of F&E	3,150		3,150	3,150	2,676	0
Fees & Contract Services						
36 653 Other Professional Fees	15,000	-15,000	0	15,000		-15,000
36 702 Association & Membership Fees - Individuals	0		0		204	0
Total Fees & Contract Services	15,000	-15,000	0	15,000	204	-15,000
Total DIRECTOR'S OFFICE	257,521	17,102	274,623	259,182	232,160	15,441

**Brant Haldimand Norfolk Catholic District School Board
2015-2016 Revised Expenditure Estimates before TCA**

	Prelim Budget	Revised Change	Revised Budget	Revised 2014-2015	Actual 2014-2015	Increase (Decrease)
PAYROLL ADMINISTRATION						
Salaries & Wages						
Total Salaries & Wages	149,769	35,464	185,233	149,769	149,769	35,464
Employee Benefits						
Total Employee Benefits	40,965		40,965	40,951	40,875	14
Staff Development						
37 317 Professional Development - Non Teaching	1,500		1,500	1,500	977	0
Total Staff Development	1,500		1,500	1,500	977	0
Supplies & Services						
37 361 Automobile Reimbursement	500		500	500	175	0
37 410 Office Supplies & Services	1,500		1,500	1,500	1,567	0
Total Supplies & Services	2,000		2,000	2,000	1,743	0
Fees & Contract Services						
37 654 Other Contractual Services	66,000		66,000	66,000	62,887	0
37 662 Maintenance Fees - Computer Technology	16,200	-7,000	9,200	16,200	6,630	-7,000
37 702 Association & Membership Fees - Individuals	400		400	400	204	0
Total Fees & Contract Services	82,600	-7,000	75,600	82,600	69,722	-7,000
Total PAYROLL ADMINISTRATION	276,834	28,464	305,298	276,820	263,085	28,478

Brant Haldimand Norfolk Catholic District School Board

2015-2016 Revised Expenditure Estimates before TCA

	Prelim Budget	Revised Change	Revised Budget	Revised 2014-2015	Actual 2014-2015	Increase (Decrease)
FINANCE						
Salaries & Wages						
Total Salaries & Wages	349,155	34,123	383,278	346,515	311,876	36,763
Employee Benefits						
Total Employee Benefits	80,340		80,340	79,687	75,176	653
Staff Development						
38 317 Professional Development - Non Teaching	3,500		3,500	3,500	2,385	0
38 318 Professional Memberships - Non Teaching	2,400		2,400	2,400	1,708	0
Total Staff Development	5,900		5,900	5,900	4,093	0
Supplies & Services						
38 336 Printing & Photocopying - Non-instructional	4,000		4,000	4,000	188	0
38 361 Automobile Reimbursement	500		500	500	250	0
38 410 Office Supplies & Services	3,400		3,400	3,400	1,969	0
Total Supplies & Services	7,900		7,900	7,900	2,407	0
Replacement of F&E						
38 501 Replacement of Furniture & Equipment - General	2,000		2,000	2,000	546	0
38 502 Replacement of Furniture & Equipment - Computer	3,000		3,000	3,000	986	0
Total Replacement of F&E	5,000		5,000	5,000	1,532	0
Fees & Contract Services						
38 640 Instructional Advertising	2,655		2,655	2,655		0
38 651 Audit Fees	55,000		55,000	55,000	47,435	0
38 653 Other Professional Fees	22,500	-20,000	2,500	2,500	25,540	0
38 654 Other Contractual Services	4,000		4,000	4,000	1,158	0
38 661 Software Fees & Licenses	8,000		8,000	8,000	6,680	0
38 662 Maintenance Fees - Computer Technology	56,000		56,000	56,000	49,828	0
38 702 Association & Membership Fees - Individuals	1,200		1,200	1,200	1,142	0
Total Fees & Contract Services	149,355	-20,000	129,355	129,355	131,783	0
Total FINANCE	597,650	14,123	611,773	574,357	526,867	37,416

**Brant Haldimand Norfolk Catholic District School Board
2015-2016 Revised Expenditure Estimates before TCA**

	Prelim Budget	Revised Change	Revised Budget	Revised 2014-2015	Actual 2014-2015	Increase (Decrease)
PURCHASING AND PROCUREMENT						
Salaries & Wages						
Total Salaries & Wages	66,085	11,586	77,671	66,085	66,085	11,586
Employee Benefits						
Total Employee Benefits	16,314		16,314	16,301	16,160	13
Staff Development						
39 317 Professional Development - Non Teaching	1,000		1,000	1,000	397	0
39 318 Professional Memberships - Non Teaching	500		500	600	419	-100
Total Staff Development	1,500		1,500	1,600	816	-100
Supplies & Services						
39 361 Automobile Reimbursement	500		500	500	338	0
39 404 Telephone - Cellular	600		600	600	392	0
39 410 Office Supplies & Services	100		100	100	329	0
Total Supplies & Services	1,200		1,200	1,200	1,060	0
Fees & Contract Services						
39 702 Association & Membership Fees - Individuals	500		500	400	439	100
Total Fees & Contract Services	500		500	400	439	100
Total PURCHASING AND PROCUREMENT	85,599	11,586	97,185	85,586	84,560	11,599

Brant Haldimand Norfolk Catholic District School Board

2015-2016 Revised Expenditure Estimates before TCA

	Prelim Budget	Revised Change	Revised Budget	Revised 2014-2015	Actual 2014-2015	Increase (Decrease)
SCHOOL OPERATIONS						
Salaries & Wages						
Total Salaries & Wages	3,983,648	12,637	3,996,285	3,875,095	3,991,405	121,190
Employee Benefits						
Total Employee Benefits	1,045,766	0	1,045,766	1,069,449	977,658	-23,683
Staff Development						
40 317 Professional Development - Non Teaching	3,000		3,000	3,000	7,100	0
Total Staff Development	3,000		3,000	3,000	7,100	0
Supplies & Services						
40 340 Plant Operations Supplies	262,735		262,735	262,735	251,232	0
40 341 Electricity	1,619,139	41,103	1,660,242	1,457,909	1,657,364	202,333
40 343 Heating - Gas	412,593	-50,438	362,155	376,112	369,792	-13,957
40 346 Water & Sewage	192,505		192,505	185,265	184,399	7,240
40 361 Automobile Reimbursement	15,000	-7,400	7,600	15,000	2,533	-7,400
40 404 Telephone - Cellular	2,000		2,000	2,000	636	0
40 430 Maintenance Supplies	50,000		50,000	50,000	51,181	0
40 435 Caretakers Supplies	3,500		3,500	3,500	652	0
Total Supplies & Services	2,557,472	-16,735	2,540,737	2,352,521	2,517,790	188,216
Replacement of F&E						
40 501 Replacement of Furniture & Equipment - General	35,000		35,000	35,000	43,778	0
40 502 Replacement of Furniture & Equipment - Computer	1,800		1,800	1,800		0
Total Replacement of F&E	36,800		36,800	36,800	43,778	0
Rental Expenses						
40 610 Rental/Lease - Instructional Accommodation	0		0	7,968		-7,968
Total Rental Expenses	0		0	7,968		-7,968
Fees & Contract Services						
40 654 Other Contractual Services	700,000		700,000	700,000	944,303	0
40 661 Software Fees & Licenses	22,000		22,000	22,000	32,680	0
40 681 Moving of Portables	10,000		10,000	10,000		0
Total Fees & Contract Services	732,000		732,000	732,000	976,983	0
Amortization						
40 790 Amortization	3,944,938		3,944,938	3,944,938	3,923,657	0
Total Amortization	3,944,938		3,944,938	3,944,938	3,923,657	0

Brant Haldimand Norfolk Catholic District School Board
2015-2016 Revised Expenditure Estimates before TCA

	Prelim Budget	Revised Change	Revised Budget	Revised 2014-2015	Actual 2014-2015	Increase (Decrease)
Total SCHOOL OPERATIONS	12,303,624	-4,098	12,299,526	12,021,771	12,438,371	277,755

Brant Haldimand Norfolk Catholic District School Board

2015-2016 Revised Expenditure Estimates before TCA

	Prelim Budget	Revised Change	Revised Budget	Revised 2014-2015	Actual 2014-2015	Increase (Decrease)
SCHOOL MAINTENANCE						
Salaries & Wages						
Total Salaries & Wages	718,595	16,578	735,173	757,283	644,247	-22,110
Employee Benefits						
Total Employee Benefits	186,538		186,538	188,506	164,903	-1,968
Staff Development						
41 317 Professional Development - Non Teaching	2,500		2,500	2,500		0
Total Staff Development	2,500		2,500	2,500		0
Supplies & Services						
41 340 Plant Operations Supplies	0		0		1,825	0
41 361 Automobile Reimbursement	15,000		15,000	15,000		0
41 370 Vehicle Fuel	30,000		30,000	30,000	32,777	0
41 401 Repairs - Furniture & Equipment	1,000		1,000	1,000		0
41 404 Telephone - Cellular	6,000		6,000	6,000	3,628	0
41 430 Maintenance Supplies	125,000		125,000	125,000	223,169	0
41 431 Maintenance Services	385,000	24,300	409,300	385,000	854,472	24,300
41 432 Landscaping	6,000		6,000	6,000	119	0
41 434 Building & Grounds (School Based)	61,368		61,368	61,368	14,579	0
41 438 Municipal Improvements	5,000		5,000	5,000	56	0
41 439 Local Improvement Supplies	10,000		10,000	10,000		0
41 440 Vehicle Maintenance & Supplies	10,000		10,000	10,000	17,698	0
Total Supplies & Services	654,368	24,300	678,668	654,368	1,148,322	24,300
Replacement of F&E						
41 501 Replacement of Furniture & Equipment - General	4,500		4,500	4,500		0
Total Replacement of F&E	4,500		4,500	4,500		0
Interest Charges on Capital						
41 754 Debenture Interest - post May 15, 1998	74,866		74,866	78,617	78,617	-3,751
Total Interest Charges on Capital	74,866		74,866	78,617	78,617	-3,751
Fees & Contract Services						
41 653 Other Professional Fees	2,000		2,000	2,000	60,957	0
41 654 Other Contractual Services	8,000	18,000	26,000	8,000	799	18,000
41 661 Software Fees & Licenses	22,000		22,000	22,000	32,680	0
41 671 Property Insurance	120,793		120,793	120,793	111,378	0
41 672 Liability Insurance	92,000		92,000	92,000	59,579	0
41 673 Vehicle Insurance	11,000		11,000	11,000	8,580	0

**Brant Haldimand Norfolk Catholic District School Board
2015-2016 Revised Expenditure Estimates before TCA**

	Prelim Budget	Revised Change	Revised Budget	Revised 2014-2015	Actual 2014-2015	Increase (Decrease)
41 702 Association & Membership Fees - Individuals	2,000		2,000	2,000	817	0
Total Fees & Contract Services	257,793	18,000	275,793	257,793	274,791	18,000
Total SCHOOL MAINTENANCE	1,899,160	58,878	1,958,038	1,943,567	2,310,880	14,471
SCHOOL RENEWAL						
Supplies & Services						
42 760 Local Improvements	821,625	-476	821,149	846,093	551,392	-24,944
Total Supplies & Services	821,625	-476	821,149	846,093	551,392	-24,944
Total SCHOOL RENEWAL	821,625	-476	821,149	846,093	551,392	-24,944
NEW PUPIL PLACES						
Interest Charges on Capital						
43 754 Debenture Interest - post May 15, 1998	2,295,295		2,295,295	2,356,823	2,342,728	-61,528
43 761 Capital Loan Interest	6,000		6,000	7,200	7,200	-1,200
Total Interest Charges on Capital	2,301,295		2,301,295	2,364,023	2,349,928	-62,728
Total NEW PUPIL PLACES	2,301,295		2,301,295	2,364,023	2,349,928	-62,728

Brant Haldimand Norfolk Catholic District School Board

2015-2016 Revised Expenditure Estimates before TCA

	Prelim Budget	Revised Change	Revised Budget	Revised 2014-2015	Actual 2014-2015	Increase (Decrease)
OP & MAINT/CAPITAL-NON INSTRUCTIONAL						
Salaries & Wages						
Total Salaries & Wages	41,314	413	41,727	51,854	41,374	-10,127
Employee Benefits						
Total Employee Benefits	11,832		11,832	12,728	11,635	-896
Supplies & Services						
44 336 Printing & Photocopying - Non-instructional	3,000		3,000	3,000	359	0
44 340 Plant Operations Supplies	0		0	0	6,715	0
44 341 Electricity	56,885		56,885	51,369	52,084	5,516
44 343 Heating - Gas	9,041		9,041	8,341	14,115	700
44 346 Water & Sewage	3,030		3,030	2,701	3,378	329
44 361 Automobile Reimbursement	0		0	0	585	0
44 405 Telephone - Voice	4,200		4,200	4,200	348	0
44 410 Office Supplies & Services	2,500		2,500	2,500	2,878	0
44 430 Maintenance Supplies	45,000		45,000	45,000	41,058	0
44 431 Maintenance Services	20,000		20,000	20,000	86,059	0
44 440 Vehicle Maintenance & Supplies	0		0	0	67	0
Total Supplies & Services	143,656		143,656	137,111	207,646	6,545
Replacement of F&E						
44 501 Replacement of Furniture & Equipment - General	2,000		2,000	2,000	3,831	0
Total Replacement of F&E	2,000		2,000	2,000	3,831	0
Interest Charges on Capital						
44 754 Debenture Interest - post May 15, 1998	40,343		40,343	42,364	42,364	-2,021
Total Interest Charges on Capital	40,343		40,343	42,364	42,364	-2,021
Rental Expenses						
44 611 Rental/Lease - Non-Instructional Accommodation	18,484		18,484	25,500	20,823	-7,016
Total Rental Expenses	18,484		18,484	25,500	20,823	-7,016
Fees & Contract Services						
44 654 Other Contractual Services	36,284		36,284	36,284	30,014	0
Total Fees & Contract Services	36,284		36,284	36,284	30,014	0
Total OP & MAINT/CAPITAL-NON INSTRUCTIONAL	293,913	413	294,326	307,841	357,688	-13,515

**Brant Haldimand Norfolk Catholic District School Board
2015-2016 Revised Expenditure Estimates before TCA**

	Prelim Budget	Revised Change	Revised Budget	Revised 2014-2015	Actual 2014-2015	Increase (Decrease)
DIRECT CAPITAL & DEBT						
Interest Charges on Capital						
45 754 Debenture Interest - post May 15, 1998	330,044		330,044	341,978	341,978	-11,934
Total Interest Charges on Capital	330,044		330,044	341,978	341,978	-11,934
Other Expenses						
45 762 Other Capital	146,395		146,395	146,395	146,395	0
Total Other Expenses	146,395		146,395	146,395	146,395	0
Total DIRECT CAPITAL & DEBT	476,439		476,439	488,373	488,373	-11,934
TRANSPORTATION - GENERAL						
Supplies & Services						
50 404 Telephone - Cellular	0		0	0	25	0
Total Supplies & Services	0		0	0	25	0
Fees & Contract Services						
50 654 Other Contractual Services	211,190		211,190	206,190	198,844	5,000
Total Fees & Contract Services	211,190		211,190	206,190	198,844	5,000
Total TRANSPORTATION - GENERAL	211,190		211,190	206,190	198,869	5,000
TRANSPORTATION - HOME TO SCHOOL						
Fees & Contract Services						
51 654 Other Contractual Services	4,509,130		4,509,130	4,464,130	4,306,731	45,000
Total Fees & Contract Services	4,509,130		4,509,130	4,464,130	4,306,731	45,000
Total TRANSPORTATION - HOME TO SCHOOL	4,509,130		4,509,130	4,464,130	4,306,731	45,000

Brant Haldimand Norfolk Catholic District School Board

2015-2016 Revised Expenditure Estimates before TCA

	Prelim Budget	Revised Change	Revised Budget	Revised 2014-2015	Actual 2014-2015	Increase (Decrease)
CONTINUING EDUCATION						
Salaries & Wages						
Total Salaries & Wages	219,588	16,700	236,288	226,730	201,801	9,558
Employee Benefits						
Total Employee Benefits	23,226	3,300	26,526	24,026	17,803	2,500
Staff Development						
55 315 Professional Development - Academic & S.O.'s	2,000		2,000	2,000	139	0
55 317 Professional Development - Non Teaching	0		0	6,494	155	-6,494
Total Staff Development	2,000		2,000	8,494	294	-6,494
Supplies & Services						
55 330 Instructional Supplies	8,700		8,700	8,700	7,842	0
55 335 Printing & Photocopying - Instructional	2,000		2,000	2,000		0
55 361 Automobile Reimbursement	4,000		4,000	4,000	4,232	0
55 404 Telephone - Cellular	300		300	300	300	0
Total Supplies & Services	15,000		15,000	15,000	12,373	0
Replacement of F&E						
55 502 Replacement of Furniture & Equipment - Computer	0		0	7,000	9,891	-7,000
Total Replacement of F&E	0		0	7,000	9,891	-7,000
Fees & Contract Services						
55 702 Association & Membership Fees - Individuals	0		0	0	989	0
Total Fees & Contract Services	0		0	0	989	0
Total CONTINUING EDUCATION	259,814	20,000	279,814	281,250	243,150	-1,436
OTHER NON-OPERATING						
Supplies & Services						
59 462 SGF Expense	3,500,000		3,500,000	3,500,000	3,614,523	0
Total Supplies & Services	3,500,000		3,500,000	3,500,000	3,614,523	0
Other Expenses						
59 722 Claims & Settlements	0		0	0	253,442	0
Total Other Expenses	0		0	0	253,442	0
Total OTHER NON-OPERATING	3,500,000		3,500,000	3,500,000	3,867,966	0

**Brant Haldimand Norfolk Catholic District School Board
2015-2016 Revised Expenditure Estimates before TCA**

	Prelim Budget	Revised Change	Revised Budget	Revised 2014-2015	Actual 2014-2015	Increase (Decrease)
Total Budget	119,645,195	1,490,472	121,135,667	119,290,662	118,427,158	1,845,005